

REGULAR MEETING MINUTES
Board of Directors of Timberon Water and Sanitation District
Tuesday, November 14, 2023, at 4:00 P.M.
Timberon Community Center, "Lodge"
1 Bobwhite Circle, Timberon, NM 88350

The meeting was called to order at 4:00 PM by Vice Chair Mark Harding.

Pledge of Allegiance

Salute to the New Mexico Flag *"I salute the flag of the state of New Mexico, the Zia symbol of perfect friendship among united cultures."*

ROLL CALL

Vice Chair Mark Harding, Treasurer Terri Borzoni, Director Paul Hagemann were all present at the meeting. Director Jess Radle was present by phone. Chairman David Cruvey was absent for roll call but arrived during the Manager's Report to continue chairing the meeting.

APPROVAL OF AGENDA

Director Hagemann made a motion to approve the agenda as written. Director Radle seconded. A vote was taken, all voted in favor, none opposed. The motion to approve the agenda carried.

MANAGER'S REPORT

Vice Chair and acting General Manager Mark Harding gave his report:

- Total water production last month was 4,612,526 gallons. Total sold was 1,215,730 gallons. Total loss was 3,396,796 gallons. Water loss was 73.6% compared to October water loss of 69.1%, so it went up about 4.5%. GM Harding commented that water loss always seems to increase in the winter as people leave the mountain for the season and have their meters disconnected.
- 7 line leaks were repaired. 8 meter box leaks were repaired.
- 2 new meter installation were completed, with 3 more pending.
- F&S Work costs from 10/24 – 11/13 was \$6,755.58 which included: Tires for John Deere 310 backhoe \$2,839.68. Maintenance work on the 310 backhoe \$882.25. Lodge housekeeping \$48.75. Pool winterization \$90.30. Golf Course and Trash Dumpster maintenance \$645.00. Road Grading \$2,250.00.
- I am going to Ruidoso tomorrow to give a presentation for some of our Capital Outlay projects that we put in for.

There was some discussion on the 3 Capital Outlay projects, which included line replacement, tank replacement, treatment plant skid, were the top 3. Vice-Chair Harding offered that a request was put in for a big reservoir at the springs, after talking to the engineers they agreed that it is best that we have the reservoir at the springs because we can store a lot more water down there than we can at the treatment plant.

OLD BUSINESS:

1. Discuss / Approve Meeting Minutes: Special Meeting October 14, 2023

Director Hagemann made a motion to approve the October 14 Special Meeting minutes. Vice-Chair Harding seconded. A vote was taken, all in favor, none opposed. The motion to approve the October 14 minutes carried.

2. Discuss / Approve Meeting Minutes: Regular Meeting October 24, 2023

Director Hagemann made a motion to approve the October 14 Special Meeting minutes. Vice-Chair Harding seconded. A vote was taken, all in favor, none opposed. The motion to approve the October 24 minutes carried.

Audience member Arden Schug asked why the Treasurers report was not on the agenda, Secretary Nan Thorell responded that she was instructed that the Treasurers report will now be done once a month at the last meeting of the month.

NEW BUSINESS

1. Discuss / Approve / Disapprove 7 Standby liens and 4 Water liens in the amount of \$6,989.76

There was no discussion. Director Hagemann made a motion to approve the liens. Director Radle seconded. A vote was taken. All voted in favor, none opposed. The motion carried.

2. Revisit / Clarify / Abandon Resolution for the F&S Fees Report that was approved at the October 24th BOD meeting. A resolution may not be necessary, as it may conflict with previous F&S resolutions, and the information is available from Accounting for inspection at any time.

There was some discussion to clarify whether we did need a formal resolution for this matter. Vice Chair Harding noted that when the Cost Of Service Study is completed, the F&S information will be included in that COSS, and we will have a clear idea of what we are actually spending with our water fees and our F&S fees. Director Hagemann suggested that the F&S information could be included in the monthly Treasurers report so it would be part of the minutes and easily available. A motion was made by Director Hagemann to table the agenda item for further discussion. Vice Chair Harding seconded the motion. A vote was taken. All voted in favor, none opposed. The motion to table the discussion of the clarification of the resolution carried.

3. Discuss foreclosure policy for past due Standby fees per Rodey Law Firm recommendations.

Vice Chair Harding updated everyone on the status of the impending foreclosure policy. Our attorneys have provided a Demand Letter that is completed for the most part, with a few edits pending. There was some discussion regarding procedure, and the number of properties that will be affected and the reasons why a lien can be passed down through several owners via a quit claim deed when the back fees are not disclosed by the seller. Most commonly, in the case of a private sale where a title company is not involved.

4. Discuss COSS status and PRC Status.

Vice Chair Harding gave a report on the Cost of Service Study that was ordered by the PRC at the hearing for the water rate increase. We were granted an extension from the PRC to March 1st so the annual audit could be included in the report.

5. Discuss / Approve / Disapprove Resolution No. 2023/2024-008 Adopting the FY 2025-2029 Infrastructure Capital Improvement Plan (ICIP).

Director Hagemann made a motion to approve Resolution No 2023/2024-008. Director Radle seconded. A vote was called. All in favor, none opposed. The motion to approve Resolution 2023/2024-008 carried.

6. Discuss posting a job opening for a Billing Clerk.

Vice Chair / Acting General Manager Harding brought it to the attention of the BOD that the billing clerk Nan Thorell will be retiring next August, and we will need to hire a replacement in time for the extensive training that will be required. Our accounting firm has recommended that we hire someone 6 months in advance.

Public Question and Answer Session: Have a question and want an answer? Ask the Board.

Audience member Arden Schug inquired about the pictures of the past TWSD BOD chairmen that were taken down from the lobby hallway. Treasurer Borzoni explained that they were removed and stored carefully until they could be re-framed, identified by name, and re-hung.

An audience member (unidentified) asked about the status of the line replacement through the golf course. Acting General Manager Harding responded that they were almost done, they passed all the initial tests, the lines are sanitized, and they are waiting on lab test results for the golf course well - some of them are very extensive and take up to 45 days to complete. The SCADA system will be tied into the golf course well and is being upgraded to bring the technology current.

Director Hagemann asked about the status on the new playground equipment. Admin Assistant Brad Howard responded that he had talked to them yesterday and he should have an answer by the end of this week. Chairman Cruey spoke on the Dell Telephone Company pavilion project which will be located at the playground.

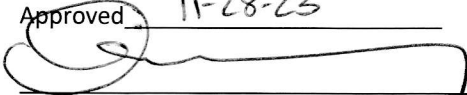
Director Hagemann asked Director Radle for a follow-up on the swimming pool project, Director Radle responded that he was working on it and will have more information for a later meeting.

Vice Chair Harding brought up a discussion on the current TWSD website which needs an upgrade. A company that specializes in websites for special districts has provided a presentation which Mark, Terri and Nan attended via Zoom. It looks promising. More modern, user-friendly, easier to navigate, bi-lingual enabled, ADA issues can be addressed and improved. Our goal for upgrading the website is to improve transparency of what the District does and what the Board does, for the community.

DIRECTORS REMARKS

Vice Chair Harding made a motion to adjourn the meeting. Director Hagemann seconded the motion. A vote was taken. All were in favor, none opposed. The motion carried, and the meeting adjourned at 5:05 PM.

Approved 11-28-23



Chairman David Cruey



Secretary Nanette Thorell

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